

Meeting Minutes

[REROUTE – Group 16]

Meeting Minutes

Date: [03/11/2025]

Time: [10:00 a.m.]

Location: [ST 236 or Virtual Platform, Discord]

Facilitator/Chairperson: [Andrew and Turner]

Note Taker: [Andrew Pauls]

1. Attendance

Present:

- [Cole Corbett - Developer]
 - [Cam Carvalho– Developer]
 - [Tristan Arana Charlebois – Developer]
 - [Jordan Wallace - Developer]
 - [Turner Kassie – Scrum Master]
 - [Andrew Pauls – Product Owner]
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2. Agenda Overview

(List key discussion topics in order of the agenda)

1. [Update TA on progress]
 2. [Dashboard, Polyline, Poly-Directions]
 3. [Tasks for Everyone in days ahead]
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3. Discussion & Key Points

Topic 1: [Update TA on Progress]

- **Summary:** [explained each of the major aspects of our system. Backend, multi-TSP operational. Servers: frontend to DB for user accounts operational but backend hosting GA non-operational. Frontend: working on polylines and poly-directions, save routes, reload routes.
ALSO – told TA about the re-designed final product of application. We made a decision as a team to reduce the functionality of the application to ensure we hit the deadline. We dropped user settings features, multiple unnecessary pages from the Landing Page (like testimonials, about us, pricing). We got rid of offline usability, live time updates, and more.]

- **Decisions Made:** [1] TA suggested we keep detailed logs of what features got removed from the final design
- **Action Items:** [1] Andrew to provide detailed description of changes made to simplify MVP. Changes included in upcoming progress report.

Topic 2: [The Dashboard, Polyline, Poly-Directions]

- **Summary:** [The user interface is planned to show poly-line directions, on map, for all vehicles routed. Each vehicle to also be selectable and have its step-by-step directions viewable, and exportable as a link. The team went over updates from Jordan on poyline, polydirections, and from Tristan regarding the fleet change to 'vehicles'.]
- **Decisions Made:** [Polylines and poly-directions to be implemented asap.]

[Ultimately, users will be able to select a vehicle, view its poly-line on map, its directions as step by step instructions, and have optionality export route via a link through email.]

[Routes to be saveable, and reloadable]
- **Action Items:** [2] Jordan to implement poly-line, poly directions

[3] Cam to implement server so that middleware complete, multi-TSP output acquired

[4] Jordan to implement additional fields (num drivers) and (returns home) for calculate route, so backend has fully working inputs

Topic 3: [Tasks for everyone in days ahead]

- **Summary:** [Backend guys outlined their own obvious next steps. Package up the GA nicely for Cam to implement easily on server. Optimize builds for increased response time. Cam to get middleware finalized, running GA on server. Tristan to make changes to vehicles page so that it reflects the information necessary for an individual vehicle. Andrew to amalgamate Andrews, Tristans, and Jordans independent branches and merge to main. Jordan discussed in Topic 2]
- **Decisions Made:** [In summary]
- **Action Items:** [5] Everybody does independent assignments

4. Action Items & Next Steps

Action Item	Assigned To	Due Date	Status
1	Andrew	March 30	completed
2	Jordan	March 18	pending

3	Cam	March 18	pending
4	Jordan	March 18	pending
5	Everybody	March 14	ongoing

5. Additional Notes / Other Business

- P1: Final version not fully clear on full function (will it be North America only? Will the 5 route features (avoid tolls, avoid ferries, etc). Be included?
- P2: no formal plan yet for who is buying the domain, setting up hosting

6. Next Meeting Details

 **Date & Time:** [Friday March 14, 10 a.m.]

 **Location:** [ST 236]

 **Key Topics for Next Meeting:**

1. [Dashboard Updates]
2. [Amalgamated branch]
3. [Backend optimization]
4. [Saving, reloading routes]

 **Meeting Adjourned at:** [10:50]

 **Minutes Prepared By:** [Andrew Pauls]